Residential Care Facilities for the Elderly (RCFE) Administrator 80-Hour Initial Certification Core of Knowledge Training Standard*

8-Hours	6-Hours	6-Hours	7-Hours	8-Hours	2-Hours	8-Hours	10-Hours	8-Hours	1 - Hour	4 - Hours	4 - Hours	8 – Hours
LAWS, REGULATIONS, POLICIES, AND PROCEDURAL STANDARDS IMPACTING RCFE Health and Safety	BUSINESS OPERATIONS Title 22, CCR, Div 6,	MANAGEMENT/ SUPERVISION OF STAFF Title 22, CCR, Div 6,	PSYCHOSOCIAL NEEDS OF THE ELDERLY Title 22, CCR,	PHYSICAL NEEDS FOR ELDERLY PERSONS Title 22, CCR, Div	COMMUNITY & SUPPORT SERVICES Responsibility	MEDICATION MANAGEMENT Title 22, CCR, Div	RESIDENT ADMISSION, RETENTION & ASSESSMENT PROCEDURES Title 22, CCR, Div	MANAGING ALZHEIMER'S DISEASE AND RELATED DEMENTIAS Title 22, CCR, Div	CULTURAL COMPETENCY AND SENSITIVITY TO AGING LGBT COMMUNITY AB 663	MANAGING THE PHYSICAL ENVIRONMENT Title 22, CCR, Div	RESIDENTS' RIGHTS Title 22, CCR,	POSTURAL SUPPORTS, RESTRICTED HEALTH CONDITIONS & HOSPICE CARE
Code 1569	Chapter 8, RCFE, Article 4 – Operating	Chapter 8, RCFE, Article 6 – Background Check &	Div 6, Chapter 8, RCFE, Article	6, Chapter 8, RCFE, Article 8 &	& expectations of referral	6, Chapter 8, RCFE, Article 8 –	6, Chapter 8, RCFE, Article 12 –	6, Chapter 8, RCFE, Article 8 –	Issues related to	6, Chapter 8, RCFE, Article 5 –	Div 6, Chapter 8, RCFE,	Supports
Overview of Title 22, CCR, Div 6, Chapter	Requirements	Article 7 - Personnel	8 –Resident Assessments,	Article 11 – Health	agencies	Resident Assessments,	Dementia	Resident Assessments,	the underserved again lesbian,	Physical Environment and	Article 8 – Resident	Restricted Health
8, RCFE, Articles 1-15 • Licensing Process	Wage Order 5 Liability issues	Staffing requirement/ Day/Night supervision	Fundamental Services, and	Background Check & Article 7	Mental health resources	Fundamental Services, and	Program Statement	Fundamental Services, and	gay, bisexual, and transgender	Accommodations	Assessments, Fundamental	Conditions or Health
 Non-transferability of License 	Insurance types	Hiring practices:	Rights	- Personnel	Ombudsman	Rights	Allowable vs.	Rights	community	Maintenance Requirements	Services, and Rights	Services
Certification process	Budgeting and fiscal documentation	Criminal background requirements Use of volunteers and	Identifying characteristics	Hydration	Adult Protective	Health & Safety Code	Prohibited conditions/ IMS	Non- pharmacologic	LGBT • Ethics &	Housekeeping	Statutory	Hospice Care • waiver
 New Laws and Regulations Administrative 	Monitoring of ongoing operations	interns •EEO requirements	and special needs of client population	Understanding the client needs • Nutrition	Services	AB 1570	Appraisals: • Pre-admission	person-centered approaches to dementia care	values • Self- awareness	Requirements	Personal Rights Afforded by	Bedridden resident
responsibility/ accountability	Overview of labor laws/Federal	Job descriptions Federal/ State	Evaluation and	Assisting with ADLs	Resident and support	Administration of medication	Physician's report	Overview of	• Education/ Skills/	Health and Safety Considerations	AB 2171	
Mandated reporting Confidentiality Personal rights	Requirements Personnel/Wages	requirements • Wages • Interviewing • Termination	Observation • Initial • ongoing	Health conditions Aging process	services Suicide prevention	• Technical aspects Regulatory	Functional Social Ongoing	Alzheimer's Disease and dementia	Resources/ Advocacy • Staff Training	• air/water temperature • lighting	Initial and ongoing staff training to ensure	Exception Requests and Conditions for Them
• Complaint procedures • Forms	Classification of employees • Employments	• Fact sheet 33 Performance evaluations	Mental health issues	Individual health care needs • Dental	Funding sources	requirements: • Storage • Documentation	Needs and services plan: Development	Understanding dementia- related	Requirements Care – Equality	grab barsnon-skid stripssignal system	residents' rights are fully respected and	Total Care Waiver
 Navigation of CCLD website 	status • Live-in	Personnel policy manual	Family involvement/	 Vision Podiatry	Other resources • Local area	Disposal Role of	Review Charting and	behaviors	care Equality	Disaster plan	implemented Resident and	Home Health and other
• Agencies State Fire Code	Salary vs hourly Contract vs employee	Personnel records requirements	participation and dynamics	Hearing Physical limitations	agencies on aging	medications in treatment plan, including typical	documentation Admission	How the patient communicates		Capacity	Family Councils	allied professional relationships
Regulations • R2 Occupancies	• FMLA Marketing a facility	Admin/ staff training	Bereavement/ stress issues	Sexuality in the	 Assisted living waiver 	interactions & staff's role	agreements Adult Protective	Personal care		Use of space and storage	Basic services	10.000
• R3.1 Occupancies State/Federal Laws	General requirements	• First Aid/CPR	Activities • Interests	aging adult	programDDS Regional centers	Misuse and	Services / emergency	Medications Environment &		Poisons and pesticides	• Transpor- tation	
Program Flexibility	Type of facility	Immunizations and healthWater safety	Resident councils	Nutritional support/food service	• Free legal • Eye care	adverse effects of medication Communication	placement Incidental medical	physical plant • Egress		• Firearms • Clear	Handling of money Protection	
Exceptions	Rate setting/ record keeping	Cal-OSHA Illness/injury	Basic services	• Quality • Quantity	Dental Trans-	with pharmacists &	services • Allowable	-5.000		passageways	from other residents	
Waivers		prevention plan		- quantity	portation • PACE	MDs	• Restricted • Prohibited			Physical Plant		

Residential Care Facilities for the Elderly (RCFE) Administrator 80-Hour Initial Certification Core of Knowledge Training Standard*

Accounting & tax filing requirements - Program - Financial - Plan of Operation Plan of O		Other agencies	Staff Duties and	Training	• Storage	• Medicare			•Storage of	I		 Safeguard 	
Filing requirements PB-onding PB-onding PB-onding PINS Command Plan of Operation New York Commission Plan of Operation Phones/Vehicles Phones/Vehicles Phones/Vehicles Phones/Vehicles Perguency Plan of Operation Policy Plan operation	Accounting & tax	_			Juliage	- Wieulcale	• Written	Client satisfaction			Changes to Plan		
# Plan of Operation Phones/Vehicles Phones/Vehicles Phones/Vehicles Phones/Vehicles Plan of Operation Plan of Operation Plan of Operation Plan of Operation End of life planning Advanced Advanced Advanced Advanced Advanced Areas of neglect in direct client care care operation discovery clients of to medications: Infection control operation Poperation Advanced Areas of neglect in direct client care operation Poperation Areas of neglect in direct client care operation Poperation Assessment tools Client advocacy related to medication submitted advertising on Operation Assessment tools Operation Assessment tools Operation Advanced Areas of neglect in direct client care operation Poperation Areas of neglect in direct client care operation Poperation Areas of neglect in direct client care operation Areas of neglect in direct client care operation Assessment tools Operation Assessment tools Operation Advanced Poperation Areas of neglect in direct client care operation Areas of neglect in d	_				Pasis sarvisas	• Medi-Cal		Combract	-		-		
*IST Commingling *Contract compliance Audits: *Program *Financial Plan of Operation *Pongram *Financial Phones/Vehicles *Phones/Vehicles *Pongram *Taining *Tombig of funds Phones/Vehicles *Pongram *Tombig of funds *Common funds *C				• Frequency	Dasic services		ilisti uctions		items		po. a	-	
*Common formation of Operation Contract compliance Audits Common frequirements Plan of Operation		- 1115		1	Annual Physical		D	compliance			Building and		
Addits: Plan of Operation Plan		Contract compliance	Starring patterns		-		_	Age exceptions					
Plan of Operation Plan of Oper	Commissing	A	General personnel		602	-	-						
Plan of Operation Possessment & Observation Initial Operation Assessment tools Abuse Prevention Polst Polst Polst Polst Polst Polst Polst Polst Common Medications: Medical/dental funding Polst Polst Polst Polst Polst Common Medication Marketing and advertising Observation Initial Operation Assessment tools Abuse Prevention Polst Polst Common Medication Neglications: Aparticular on the Initial Operation Assessment tools Abuse Prevention Polst Polst Common Medications: Initial Operation Assessment tools Abuse Prevention Polst Polst Common Medication Polst Polst Common Medication Neglications: Pontrol Plan of Operation Polst Common Medication Neglication and advertising Pontrol Plan of Operation Polst Common Medication Neglication and observation Initial Operation Polst Common Medication Neglication and Evaluation and Observation Initial Operation Polst Common Medication Neglication and Evaluation and Operation Neglication and Operation Neglication and Operation Neglication and	Theft/Loss		•	Directives	Ongoing			-	(ISP)		State Fire Code		
Plan of Operation Legal fund raising:				DAID Oudous		331	dynamics	eviction					
Legal fund raising:	Plan of Operation	• Financiai		DINK Orders			Common	Francisco and	-		R2 Occupancies		
Legal fund raising: Audits Co-mingling of funds Phones/Vehicles Phones/Vehicles Phones/Vehicles Areas of neglect in direct client care Dehydration -Skin Breakdown -Malnutrition Client advocacy related to medication use Medi-Cal Medi-Cal Medi-Cal Medical/dental funding Required Training Common Medication Medi	•		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	End of life	0.000.000.000		medications:		advertising				
• Audits • Co-mingling of funds Phones/Vehicles In direct client care - Dehydration - Skin Breakdown - Malnutrition In direct client care - Dehydration - Skin Breakdown - Malnutrition Assessment tools Client advocacy related to medication use of medical on the rallied professional relationships Medi-Cal Medi-Cal Medi-Cal Medical/dental funding Required Training Common Medication Medication Control Ongoing Dementia Plan of Operation Home Health and other allied professional relationships Polst Conservator- ship Assessment tools Medical/dental funding Required Training Common Medication		Legal fund raising:			Areas of neglect		 Infection 		Domontio Coro			w.g,	
• Co-mingling of funds Phones/Vehicles • Care		• Audits		Piaiiiiig			control		Dementia Care			Conservator-	
funds Phones/Vehicles Assessment tools Phones/Vehicles Assessment tools Phone Health and other allied professional relationships Medical/dental funding Required Training Common Medication Polst Full • Full • Limited Abuse Prevention Polst		• Co-mingling of						• ongoing	Dementia Plan				
Phones/Vehicles -Skin Breakdown -Malnutrition -Nalnutrition -Skin Breakdown -Malnutrition -Malnutrition -Psychotropic Client advocacy related to medication use Medi-Cal Medi-Cal Medical/dental funding Required Training - Common Medication Medication - Psychotropic Assessment tools Home Health and other allied professional relationships - Limited - Abuse Prevention Polst - Common Medication		funds			-Dehydration		disorder						
Client advocacy related to medication use Medical/dental funding Required Training Common Medication Client advocacy related to medication use professional relationships Abuse Prevention Abuse Prevention Polst Abuse Prevention Polst					-Skin Breakdown		 Psychotropic 		or operation			Limited	
related to medication use Medi-Cal Medi-Cal Medical/dental funding Required Training Common Medication		Phones/Vehicles			-Malnutrition		Client advesses	Assessment tools					
medication use Medi-Cal Medi-Cal Medical/dental funding Required Training Common Medication												Abuse	
Medi-Cal professional relationships Medical/dental funding Required Training Common Medication												Prevention	
Medi-Cal relationships Medical/dental funding Required Training Common Medication							inedication use						
Medical/dental funding Required Training Common Medication							Medi-Cal	•				Polst	
funding Required Training Common Medication								relationships					
Required Training Common Medication							-						
Training Common Medication							funding						
Training Common Medication													
Common Medication							•						
Medication							Training						
Medication							_						
Errors													
							Errors						
Address toxic							Address toxis						
Address toxic medication													
precautions													
precautions							precautions						
Hospice							Hospice						